

COUNCIL POLICY FORM

SUBJECT: Boards and Commissions Appointment Process

POLICY PURPOSE:

This policy is designed to provide a process by which Council will make appointments to the Boards and Commissions.

POLICY STATEMENT:

The appointment process will be conducted as follows:

Placed as an agenda item at a City Council meeting, the Mayor will first announce the Board vacancy and its term, then will read each applicant's name. Council will vote on each applicant. The candidate receiving the most votes, as well as a majority vote, will be appointed. Should a tie occur, the affected applicants will be voted on again. If a tie still remains, the Mayor would ask the City Attorney to draw the name of the person to be appointed. An applicant must receive a majority vote to be appointed. The process is duplicated for each Board.

If vacancies still exist after the appointment process is conducted, Council will direct staff to include the remaining vacancies either in the next recruitment or to conduct a special recruitment to fill these specific openings.

Report to Council: 94-151

Approved by City Council on: April 12, 1994

Deputy City Clerk Certification:

Carol Ann Butler